
King County Consortium

2004 Action Plan:

**One Year Use of Federal Housing and
Community Development Funds**

Approved June 2004

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- Algona
- Bellevue Regional
- Black Diamond
- Bothell Regional
- Carnation
- Federal Way Regional
- Kent Regional
- Maple Valley
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- Skykomish
- Snoqualmie
- White Center
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You may also receive a copy by writing to:

King County Housing and Community Development Program
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The Plan is also available on the world wide web at www.metrokc.gov/dchs/csd/Housing

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King County Consortium
2004 Action Plan:
One Year Use of Federal Funds

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2004 Action Plan:

One Year Use of Federal Funds

King County's One Year Action Plan describes housing and community development activities King County plans to implement to address the objectives identified in the King County Consortium Consolidated Housing and Community Development Plan for 2000-2004. The Action Plan also describes monitoring activities and fiscal controls.

Housing

The King County Consortium has developed its one year use of HOME Investment Partnership (HOME), Emergency Shelter Grant (ESG), and Community Development Block Grant (CDBG) funds to address the priority housing needs which further the objectives identified in the *King County Consortium Consolidated Housing and Community Development Plan for 2000-2004* (H&CD Plan). Under each Objective below, the housing projects are listed by project number. Detailed information on each project is listed numerically at the end of this document.

Service Delivery and Management

As described in the H&CD Plan, the institutional structure in the King County Consortium is relatively strong and diverse. In 2004, a variety of agencies and organizations will play key roles in delivering and managing the housing assistance programs identified below. In general, this includes the King County and Renton Housing Authorities, individual non-profit and for-profit housing developers and service providers, the King County Housing and Community Development Program, individual Consortium jurisdictions, and private, state and federal funding sources. Specific entities are identified below where appropriate.

Leveraging: Other Housing Resources Expected to be Available

In addition to the federal HOME, CDBG, and ESG entitlements made available to the King County Consortium in 2004, many other resources—federal, state, local, and private—will be available to help the Consortium address its five housing strategies. Federal CDBG, HOME, and ESG funds are actively used to leverage these other public and private resources. Staff works cooperatively to ensure that, to the extent possible, the use of these limited resources is carefully coordinated. The following is a summary of the resources and anticipated 2004 funding levels follows:

<u>Resource</u>	<u>Estimated 2004 Funding Levels</u>
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Federal. Public Housing Authorities

King County Housing Authority (KCHA) Public Housing & Section 8 Programs

Approximately \$21.5 million for operating public housing and \$52.4 million for Section 8 vouchers in 2004

KCHA Bond and Tax Credit Revenue

Approximately \$23.7 million in 2004

Federal. WA State Housing Finance Commission Programs

- Low Income Housing Tax Credit Program
- Tax-exempt Bond Financing Program

Approximately \$10.6 million in tax credit authority for 2004*.

Approximately \$70 million in bond cap for housing in 2003*; \$35 million for multi-family and \$35 million for single family

Federal. McKinney Homeless Assistance – Continuum of Care Competition (includes Supportive Housing Program, Shelter Plus Care, and Section 8 SRO Moderate Rehab Program)

About \$17.8 million will flow to King County programs in 2003 - approximately \$4.3 million for Shelter Plus Care and \$13.5 million for HUD Supportive Housing Program.

Federal. Health Care for the Homeless Network (Seattle-King County Department of Public Health)

Federal 330 grant of \$1,455,542 in 2003 (Seattle-King County region); \$396,000 in Medicaid Administrative Match; \$1,015,678 in local funds.

Federal. Housing Opportunities for People With AIDS (HOPWA).

2004 entitlement of \$1.7 million for our Entitlement Metropolitan Area (King, Snohomish, and Island counties).

Federal. Federal Emergency Management Administration (for emergency shelter and food)

Approximately \$1,164,861 to King County (half for shelters, half for food).

State. Housing Trust Fund

Approximately \$80 million for the July 1, 2003 - 2005 biennium, statewide. Approximately \$32 million of this is available for King County projects for the biennium.

State. Emergency Shelter Assistance Program

Approximately \$1,115,066 to support shelters in King County

State Transitional Housing, Operating and Rental Assistance

Approximately \$1,034,000 to support transitional housing for homeless families.

Local. King County Housing Opportunity Fund

Estimated 2004 allocation of \$1 million for housing capital targeting special needs populations

Local Substitute House Bill 2060 Regional Affordable Housing Program – King County – revenue from a document recording fee

Estimated revenue of \$3.8 million for use County-wide (capital and operating funds) in 2004.

Local. King County and suburban city general fund allocations for housing and housing-related

Suburban cities amounts unknown at this time. Many cities will allocate funds to support emergency

services.

shelters and related services.

Private. United Way of King County

Approximately \$6 million per year allocated to shelter, food, housing, and emergency services.

**Source of funds could not be confirmed as of date of publication – this is a rough estimate and may change.*

King County will take a variety of actions to encourage other agencies and organizations to apply for all available funds to implement the housing strategies. Staff will share Notices of Funding Availability (NOFAs) with other agencies, social-service providers, non-profit developers and advocacy groups. A King County housing developer will work with project sponsors to help them package development proposals for all available federal, state and local funds. King County will also submit certifications of consistency for project applications that support the goals and strategies found in the H&CD Plan.

Many fund sources have matching requirements that necessitate a mix of funds for the projects. The King County Housing Opportunity Fund (HOF) requires that local jurisdictions contribute to projects that will be located in their city. King County awards cannot represent more than 50 percent of the total project funding in any housing development project. This requires that projects leverage other funding including state and private sources.

The HOME program has extensive match requirements that must be met with non-federal sources. Match sources may include local Housing Opportunity funds, a suburban jurisdiction's general funds, or, in some cases, cash from owners of property being rehabilitated, or project sponsor contributions. Project sponsors will be encouraged to leverage additional funds from the private sector when projects can support debt service.

Consortium-wide Housing: 2004 Actions

The following section describes, for each of the Consortium's four housing objectives, some of the actions that will be taken in 2004. This includes our discussion of activities to address the needs of homeless individuals and families (see Objective #3), as well as other general actions planned to foster affordable housing and remove barriers. Please refer to the listing of adopted 2004 projects for details on specific projects and their proposed accomplishments.

Objective #1

Preserve and expand the supply of affordable housing for low- and moderate-income households.

Proposed Accomplishments:

- **Develop and/or preserve an average of 700 units each year affordable to renters and owners at or below 80 percent of median income;**
- **Provide housing assistance to an average of 1,600 low- and moderate-income renters and owner households each year.**

Activities to Benefit Low- and Moderate Income Renters

1. **Expand the supply through the acquisition and rehabilitation of rental units, and new construction of affordable rental units.** These are the primary activities by which the Consortium will expand the supply of rental units. HOME funds will be used to acquire, rehabilitate, and construct units to provide permanent low-income rental housing for families and individuals. **Priority for HOME funds will be to units serving households at below market area rents or 50 percent of median income, whichever is less. Specific projects will be identified through a Request-for-Proposal process during the fall of 2003.**

Project HH3000 HOME Subrecipient Housing Development

2. **CDBG funds will be used to fill gaps in the housing continuum.** CDBG funds will be used to support projects which address the need for emergency and transitional housing, and which increase permanent rental opportunities for low-income and very low-income households. Several specific projects have already been identified; others will be identified through a Request-for-Proposal process.

Project C04911 Issaquah ARCH Housing Development Set-aside

Project C04916 Kirkland ARCH Housing Development Set-aside

Project C04917 Mercer Island ARCH Housing Development Set-aside

Project C04918 Redmond - ARCH Housing Development Set-aside

Project C04919 Unincorporated King County and Small Cities Housing Development Setaside

Project C04920 Lake Forest Park Housing Development Set-aside

3. **Rehabilitation of investor-owned rental properties.** HOME funds will be used to maintain the Consortium-wide rental rehabilitation program. Loans will be provided for rehabilitation of multifamily units owned by non-profits and private investor-owners. This rehabilitation program leverages the owners' financial resources as well as other private and public funds. King County has an open application cycle for these funds.
4. **Provide technical assistance for housing development.** King County housing development staff will provide technical assistance and development support for projects that serve residents of unincorporated King County and the small cities in the CDBG Consortium. The services will be available to facilitate affordable housing development for households at or below 80 percent of median income using County, State, federal, and private sources. This will include community outreach, working with project sponsors, designing projects, packaging development proposals to secure funding, assisting in selection of the project consultants, selecting a project site, and monitoring budgets during construction.

Project C04919 Unincorporated KC & Small Cities Housing Development Set-aside

Project C04422 King County Housing Development Technical Assistance

5. **Review projects for consistency with the Consolidated Plan.** Review project applications to the Washington State Housing Finance Commission, the Washington State Housing Trust Fund and other state and federal funding sources for consistency with the King County Consortium's Consolidated Housing & Community Development Plan, and the Seattle-King County Continuum of Care Plan contained in the Consolidated Plan.

Project C04204 King County CDBG Administration

Project HH4204 HOME Investment Partnerships Fund

6. **Promote and implement public-private initiatives for affordable housing.** King County staff will implement public-private initiatives for affordable housing development, including:

- Negotiate and monitor agreements with developers of large parcels responsible for providing low, moderate, and median income housing as a condition of approval of the developments.
- Contribute to the development and review of countywide, sub-regional and local land use policies and plans to ensure that opportunities for affordable housing are addressed in each plan.
- Market available land, review projects, and negotiate development conditions with developers who are interested in County-owned land for low-income housing (up to 80 percent median income).
- Promote the use of density bonuses and impact fee exemptions as incentives to construct projects serving renters with incomes at or below 50 percent of the median and homebuyers at or below 80 percent of median income.
- Continue to prioritize the use of surplus property for affordable housing development and explore the feasibility of transfer of development rights.
- Promote transit-oriented developments to include an affordable housing component.
- Promote the adoption of local regulations to allow accessory dwelling units across all Consortium jurisdictions.

Project C04639 King County HCD Affordable Housing

Project C04204 King County CDBG Administration

Project HH4204 HOME Investment Partnerships Fund

7. **Promote regional fair share of affordable housing.** Continue to facilitate interjurisdictional participation in the development of affordable housing and promote specific strategies which implement countywide policies regarding fair share of affordable housing.

Project C04639 King County HCD Affordable Housing

8. **Create partnerships among housing sponsors.** King County staff will work with housing developers to create new, innovative partnerships between non-profit housing sponsors, private developers, and/or public housing authorities.

Project C04204 King County CDBG Administration

Project HH4204 HOME Investment Partnerships Fund

9. **Promote CRA obligations.** King County staff will continue to identify opportunities for new partnerships with private and financial institutions to develop housing and meet Community Reinvestment Act obligations through King County housing and economic development programs.

Project HH4204 HOME Program Administration

10. **Coordinate with public housing authorities.** The Consortium will continue to work cooperatively with the King County and Renton Housing Authorities. King County Consolidated Planning efforts will be closely linked with the housing authorities' planning requirements.

In 2004, King County Staff will continue to work with the King County Housing Authority (KCHA) as they implement the "Moving To Work Demonstration Program". King County Staff will also work with KCHA on the involved planning process that will begin for the redevelopment of Park Lake Homes I in White Center, through a HOPE VI grant which was awarded in the Fall of 2001.

Project C04204 King County CDBG Administration

11. **Continue opportunities for credit enhancements.** King County staff will continue to provide credit enhancements to appropriate projects developed for families at or below 80 percent of median income by guaranteeing to loan funds to the agency and others to assist projects acquired through tax-exempt bonds. The availability of the credit enhancements allows lower rents since debt service to the project are less. Additionally, the County receives fees for the provision of the credit enhancements to use for other housing purposes.

Local Funds

12. **Use CDBG funds for housing development.** King County CDBG funds will continue to revolve in a loan fund for land acquisition to be used in conjunction with self-help housing development in rural and suburban areas of the County. The sweat-equity approach substantially reduces the cost of housing below the market rate, providing homeownership opportunities to lower-income households.

Project C04919 King County & Small Cities CDBG Housing Development Set-Aside

13. **Use CDBG and HOME for homeownership programs.** King County will use CDBG funds and promote the use of the Consortium's HOME funds to provide homeownership opportunities for first-time homebuyers. The federal funds will be combined with other sources of funding (both public and private) to provide financing assistance to households at or below 80 percent of median income.

Project C04919 Unincorporated KC & Small Cities Housing Development Set-aside

Project HH4000 HOME Subrecipient Housing Development

14. **Acquisition of mobile home parks.** CDBG, HOME and HOF funds will be used to help preserve mobile home parks whose residents are threatened with displacement due to redevelopment, as appropriate opportunities arise and are identified through the annual Request-for-Proposal process. King County will support the efforts of nonprofit organizations to acquire parks at risk of closure.

Project C04639 KC HCD Affordable Housing

Project C04919 Unincorporated KC & Small Cities Housing Development Set-aside

Project HH4000 HOME Subrecipient Housing Development

15. **Promote affordable homeownership opportunities in large parcel developments.** King County staff will negotiate and monitor agreements with developers of large parcels responsible for providing low, moderate, and median income ownership housing as a condition of approval of the developments.

Project C04639 KC HCD Affordable Housing

16. **Continue housing repair programs.** King County will continue its single-family homeowner housing repair program funded by CDBG and HOME funds. Emergency grants, mobile home grants and deferred payment loans are available for health and safety repairs and other rehabilitation projects. Part of the program combines CDBG/HOME funds with private-lender market-rate loans and other private funds to provide a homeowner with an affordable monthly payment. Low- and moderate-income disabled tenants are eligible for grants to provide home access modifications. Access to the rehabilitation programs is provided through the King County Housing Repair Program (206) 296-7640.

Project C03461 King County Housing Repair Program
Project C03519 King County Housing Repair Program Delivery
Project C03627 Des Moines Housing Rehab Loan Funds
Project C03631 Tukwila - Housing Rehabilitation Loan Fund
Project C03632 SeaTac - Housing Rehab Loan Funds
Project C03633 Federal Way Housing Rehab Loan Program
Project C03634 Lake Forest Park Housing Rehab Loan Funds
Project C03635 Renton Housing Rehab Loan Funds
Project C03637 Covington Housing Repair Program
Project C03640 Shoreline Housing Rehabilitation Loan Funds
Project C03739 Redmond Housing Rehab Loan Funds
Project C04699 Tukwila Senior Services Minor Home Repair
Project C04713 SeaTac - Senior Services Minor Home Repair Program
Project C04751 Renton Minor Housing Repair
Project H4107 HOME Housing Rehabilitation

Other Objective #1 Actions (Local Funds)

- **Allocate local King County housing capital funds.** The Housing Opportunity Fund (HOF), capitalized with general funds, will fund projects for acquisition, new construction and rehabilitation to provide rental housing units for households with incomes up to 50 percent of median. Funds will be targeted to projects serving homeless individuals and families, special-needs populations, and people at risk of displacement. The HOF will provide a major source of match for HOME funds.
- **Administer the Regional Affordable Housing Program (SHB 2060).** King County staff will administer this new dedicated source of revenue for capital and operating funds for low-income housing projects in accordance with the Regional Affordable Housing Program (“RAHP”) Guidelines and the RAHP Interlocal Agreement, adopted by the King County Council in 2003. Jurisdictions within King County are adopting the RAHP Interlocal Agreement and will participate in the process of allocating the RAHP funds.
- **Allocate local King County funds for predevelopment.** King County will provide general funds for the Community Development Loan Fund that continues to provide revolving funds for predevelopment costs associated with eligible housing development projects.
- **Support workforce-housing initiatives.** King County will provide leadership and funding to support new initiatives designed to better address the affordable housing needs of the County’s low and moderate income workforce, including first-time homebuyer education, down payment assistance, and transit-oriented developments.

- **Surplus property initiatives.** King County will continue to carry out a 1996 ordinance, which gives first preference to the development of affordable housing on County-owned surplus land. Staff continues to work proactively to identify potential sites and seek partnerships with potential housing developers.

Objective #2

Provide a variety of appropriate housing programs for renters and owners with special needs.

Proposed Accomplishments:

Of the 700 units that will be developed or preserved each year in Objective #1, at least 60 units per year will be targeted to people with special needs.

Many of the activities listed under housing objective #1 also serve to promote the development of special needs housing. The Consortium will see to preserve and expand the supply of housing for people with special needs, including elderly residents, people with mental illness, people who are chemically dependent, people with developmental disabilities, people with physical disabilities and people with HIV/AIDS. In addition the Consortium will undertake the following:

1. **Increasing access to housing.** HCD staff will continue to:
 - educate disability advocates and social services providers about programs that are available to provide modifications that will make existing housing accessible to people with disabilities;
 - work with our partners and stakeholders to explore methods that will result in more units that incorporate “universal design”; resulting in more units that are “visitable” by persons with disabilities and easier to convert to fully accessible units;
 - work with Consortium partners to help overcome impediments to the siting of special-needs housing;
 - educate low-income housing providers and social service providers about disability accommodations;
 - work to increase the number of accommodations that are made for disabled persons through programmatic changes in housing programs in the County.

Project C04204 King County CDBG Administration

Project C04639 KC HCD Affordable Housing

2. **Support housing authority programs targeted to special needs residents.** Work with the King County Housing Authority on special Section 8 programs, which will be available through both tenant-based and project-based housing options to people with disabilities.

Project C04204 King County CDBG Administration

3. **Support housing development serving special-needs populations and coordinate with human service systems regarding the needs and priorities for the special-needs populations they serve.** Work with the drug/alcohol system, the mental health system, and the developmental disabilities program to identify appropriate housing opportunities that connect capital investments with appropriate resident services.

Project C04919 Unincorporated KC & Small Cities Housing Development Set-aside

Project C03736 Shoreline Parkview Homes VII
Project C04150 Shoreline KCHA Paramount House

Other Objective #2 Actions (Local Funds)

Increase housing for the developmentally-disabled. The King County Housing and Community Development Program will continue to work in partnership with the King County Developmental Disabilities Division (KCDDD) to implement a housing development initiative for persons with developmental disabilities (DD) in King County. This work will include the allocation of funding for innovative housing development for persons with DD, as well as the following objectives:

- Develop the means for persons with DD who do not receive residential services through DDD to obtain affordable housing.
- Increase the supply of affordable housing for persons who receive residential services through DDD.
- Explore the development of a home ownership program for persons with DD and other programs that increase housing choice for persons with DD.
- Advocate with other agencies to increase affordable housing opportunities for persons with DD.
- Increase awareness of housing resources to persons with DD.
- Affirmatively further fair housing opportunities for individuals with disabilities.

Objective #3

Provide services and facilities to prevent homelessness and to address the needs of families and individuals when homelessness occurs.

Proposed Accomplishments:

- **Of the 700 units that will be developed/preserved each year under Objective #1, approximately 40 units will be emergency, transitional and/or permanent housing targeted for people who are homeless.**
 - **Provide emergency shelter and transitional housing assistance to approximately 1,000 homeless individuals and families each year.**
 - **Provide homeless prevention services (primarily eviction prevention assistance) to approximately 200 households each year.**
1. **Target CDBG funds for homeless programs.** The King County Consortium will continue to target CDBG funds to help maintain the existing supply of emergency and transitional housing for homeless families, and to provide related emergency services that typically benefit homeless people and those at risk of homelessness. Allocations are consistent with the King County Continuum of Care Plan.

Shelters & Transitional Housing:

Project C04565 Hopelink - Emergency Shelter Support (HAF)
Project C04574 Multi-Service Center - Emergency Support Services - (HAF)
Project C04733 Vashon Youth & Family Homeless Prevention (HAF)
Project C04734 YWCA Emergency Support Services (HAF)
Project C04571 Multi-Service Center - Emergency Shelter Operations - (HAF)

Project C04727 YWCA Emergency Shelter Operations (HAF)
Project C04731 EDVP Emergency Shelter Operations (HAF)

Emergency services and food

Project C04308 Redmond Hopelink Emergency Services Support
Project C04703 SeaTac - Des Moines Area Food Bank
Project C04707 SeaTac - Emergency Feeding Program
Project C04865 Renton Emergency Feeding Program Support
Project C04073 Hospitality House Emergency Shelter Support

2. **Continue allocations to ESG and CDBG projects that support emergency shelter and homeless prevention programs through the Homeless Assistance Fund (“HAF”).** The HAF supports projects within the Continuum of Care plan system as identified by the *2000-2004 Consolidated Housing and Community Development Plan*.

Project C04060 Legal Action Center Homeless Prevention
Project C04061 Hopelink Emergency Shelter Operations
Project C04062 EDVP Emergency Shelter Operations
Project C04063 AYR Emergency Shelter Operations
Project C04064 Friends of Youth Emergency Shelter Operations
Project C04065 Multi-Service Center Emergency Operations
Project C04067 FPA Emergency Shelter Operations
Project C04069 CCS HOME
Project C04070 ESG Administration
Project C04072 Eastside Interfaith Emergency Shelter Operations
Project C04073 Hospitality House Emergency Shelter Support
Project C04078 Eastside Interfaith Emergency Support Services
Project C04079 Hospitality House Emergency Support Services
Project C04066 YWCA Emergency Shelter Operations

3. **Use CDBG funds to support capital projects for the homeless.** The King County Consortium will use CDBG and HOF funds for capital projects, which increase the supply of emergency shelters for underserved populations and increase the supply of transitional and permanent affordable housing for all populations, at or below 80 percent of median income (for HOF funds, at or below 50 percent of median income).

Project C04919 Unincorporated KC & Small Cities Housing Development Set-aside
Project C04129 Federal Way Community Caregiving Network FUSION Rehab

4. **Planning and implementation of homeless projects.** King County will participate in planning and implementing homeless assistance projects and other programs serving persons at or below 80 percent of the median income and provide housing planning, development, and rehabilitation assistance to cities and towns in the King County Consortium.

Project C04204 King County CDBG Administration
Project HH4204 HOME Program Administration

5. **Encourage use of surplus properties available for homeless.** Staff will work with shelter providers and other non-profits to access homes available through HUD's Single Family Lease/Sale Assistance Programs for the Homeless and through surplus federal property for the homeless.

Staff will continue to review surplus Federal and County properties for potential use as affordable, transitional or emergency housing.

Project C04204 King County CDBG Administration

Project C04639 KC HCD Affordable Housing

Project HH4204 HOME Program Administration

6. **Update continuum of care planning and implement strategies.** King County will continue coordinated continuum of care planning with the overall policy guidance of the “Committee to End Homelessness in King County “ and input of planning bodies such as the McKinney Steering Committee and the Chronic Populations Action Council.

Project C04204 King County CDBG Administration

7. **Administer McKinney Continuum of Care homeless assistance grants.** King County will work with community-based project sponsors to implement McKinney Supportive Housing Program and Shelter Plus Care awards. The active projects are:

McKinney grants administered by King County

Vietnam Veteran’s Leadership Program - transitional housing

King County Shelter Plus Care – rental assistance for homeless persons with disabilities

Consejo/Mi Casa – supportive services and transitional housing

Eastside Domestic Violence/My Friends Place – supportive services and transitional housing for homeless victims of domestic violence

Hopelink’s Bellevue Transitional Housing – supportive services and transitional housing

Safe Harbors - Seattle-King County's HMIS

Other Regional Grantees

Auburn Youth Resources Severson House – transitional housing

Catholic Community Services Elizabeth House - transitional housing

Church Council of Greater Seattle Homelessness Project - transitional housing for families

Child Care Resources: Regional Homeless Child Care - child care services

City of Seattle Regional Homeless Youth Coordination Project – intensive outreach, employment and housing search services for youth

Fremont Public Association Solid Ground - transitional housing

Friends of Youth Arbor House – transitional housing and supportive services

Health Care for the Homeless Pathways Home - medical case management for children

Kent Youth and Family Services Watson Manor – transitional housing and supportive services

Hopelink Transitional Housing – transitional housing and supportive services

Multi-Service Center Transitional Family Housing – transitional housing and supportive services

Workforce Development Council Homeless Intervention Program - employment readiness & training

YWCA of Seattle/King County Anita Vista, Auburn Transitional, Family Village, Three Agency

Demonstration Project, and Transition Into Permanent Program – transitional housing and supportive services

Funding for administrative activities is included in the McKinney awards.

8. **Maintain CDBG-supported homelessness prevention project.** The King County Consortium will support homeless prevention activities conducted by the Housing Stability Project. The funds will be used to provide emergency loans and grants to households at risk of losing their housing, and for move-in assistance to homeless households moving into permanent housing.

Project C04101 Fremont Public Association Housing Stability Project

9. **Homeless Prevention support for tenants in public housing.** King County will continue to use CDBG funds to support services to tenants in publicly-assisted housing by providing case management, referral and assistance in accessing emergency services such as food and medical care.

Project C04803 Neighborhood House Parklake Home Case Management

10. **Enforcement of relocation policies.** King County will enforce the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 as amended, to provide financial and relocation assistance for persons displaced as a result of projects using federal funds. King County will also enforce Section 104(d) of the Housing and Community Development Act of 1974 as amended, requiring the replacement of housing units occupied by households at or below 80 percent of median income that are demolished or converted to another use in connection with a CDBG project.

Project C04241 King County Administration - Capital

Other Objective #3 Actions (Local Funds)

- **Shelter Plus Care Administration.** King County will administer \$3.9 million annually in Shelter Plus Care funds and participate in the Shelter Plus Care Coordinating Committee to implement and evaluate the grant. This work will include ongoing planning for how best to downsize the program in the event the program is not renewed at existing levels. Funding for part of the administration is also included in the Shelter Plus Care award.
- **Emergency Shelter Support.** King County and numerous suburban cities will allocate general funds to support numerous youth and domestic violence programs throughout the county.
- **Housing counseling.** King County will continue to use general fund revenues for housing counseling programs including fair housing, mortgage default counseling, tenant counseling and advocacy.
- **Transitional Housing, Operating and Rental Assistance.** King County will continue to administer approximately \$1,032,000 annually for transitional housing and rental assistance for homeless families with children. King County will work with the service providers and other funders of homeless programs to ensure that the program guidelines for this state money are consistent with the regional Continuum of Care strategies.
- **Regional Affordable Housing Program** King County will administer approximately \$350,000 annually in operations and maintenance funding for transitional housing and emergency shelters countywide, including the City of Seattle
- **Regional Homelessness Initiatives:** King County will continue to participate in regional initiatives to address homelessness, such as:

Safe Harbors Design Project: An outcome-based, computerized system to facilitate timely, efficient and effective access to needed services and supports for persons who are homeless in King County. CDBG Administration funds are also part of this project.

Gates Foundation “Sound Families”: A transitional housing initiative for funding the development of transitional housing in conjunction with the provision of supportive services for homeless families in Pierce, King and Snohomish counties.

Committee to End Homelessness in King County: An effort launched by St. Mark’s Cathedral to drastically reduce homelessness in our region within the next ten years. The Committee has garnered support from the private sector, local government and private foundations to increase public and private resources to eliminate homelessness in Seattle and King County.

“Out of the Rain” Initiative: An effort by United Way of King County to address homelessness through rental readiness and individual development account programs.

“Taking Healthcare Home” is a regional effort led by the City of Seattle’s Office of Housing whose intent is to increase the use of mainstream service funding such as Medicaid and SSI for services in supportive housing in order to expand the inventory of housing for chronically homeless people.

Objective #4

Support a broad mix of housing initiatives and programs designed to increase the supply of affordable housing and access to it

1. **Support Washington Reinvestment Alliance.** King County will continue to support the efforts of the Washington Reinvestment Alliance, a coalition established to work cooperatively with financial institutions to improve performance under the federal Community Reinvestment Act.

Project C04204 King County CDBG Administration
Project HH4204 HOME Program Administration

2. **Support development of strong housing coalitions.** King County will continue to support the development of strong coalitions by funding and participating in organizations such as:

- The Washington Low-Income Housing Alliance, a statewide organization that advocates for state funding for housing and housing related legislation and policies that are favorable to low-income (up to 80 percent of the median) households; and that provides housing needs data and monitors the accomplishments of state and federal housing programs..
- A Regional Coalition for Housing (ARCH), which assists Eastside jurisdictions in housing planning and program implementation.
- The Seattle-King County Housing Development Consortium, a membership organization non-profit housing developers which addresses the common issues and concerns of the low-income housing community.

Project C04204 King County CDBG Administration
Project HH4204 HOME Program Administration

*Project C04639 King County HCD Affordable Housing
and Local Funds*

3. **Use of Section 108 loans.** King County will explore the use of Section 108 loan guarantees for funding of housing development activities.

Project C04204 King County CDBG Administration

4. **Activities to Affirmatively Further Fair Housing and Carry Out the Consortium's Fair Housing Action Plan.** In 2004 King County staff will:

- work with Consortium partners on the development of a new *Fair Housing Action Plan*, in conjunction with the start of the planning process for a new Consolidated Plan.
- evaluate our funding applications and monitoring tools for enhanced language regarding fair housing guidelines in order to increase awareness about fair housing in our funded projects.

King County staff will continue to:

- work with the *LIFT Partnership* (KCHCD, KC Office of Civil Rights, Seattle Office of Housing, Seattle Office for Civil Rights, King County Bar Association, Northwest Justice Project) to take fair housing training out to case managers, service providers, advocates, Consortium staff and housing providers across King County. *LIFT* trainings cover all aspects of fair housing in a user-friendly format, and provide practical, detailed information about disability accommodations, a very complex area of the law.
- provide technical assistance to local jurisdictions and housing providers on fair housing issues.
- respond to inquiries from the public with fair housing information and referrals for assistance.
- work with the Seattle-King County Coalition for Responsible Lending to raise awareness about the devastating effects of predatory lending across King County; educate housing repair clients about predatory lending in order to help them avoid a predatory loan that drains equity from their home and puts their home at risk of foreclosure ; research predatory lending in our County; develop a loan product to assist some of the victims of predatory loans.

*Project C04204 King County CDBG Administration
Project HH4204 HOME Program Administration*

Other Objective #4 Actions (Local Funds)

- **Promote state and federal funding for affordable housing capital and operating costs, and other programs.** The King County Consortium advocates at the state and federal level, based upon adopted legislative priorities, in support of continued funding for affordable housing, homeless assistance and mobile home relocation assistance
- **Housing Education and Trends.** King County will use general funds to support activities which help educate the community about low-income housing needs, programs, and trends, and will support forums for gathering community input about these issues.
- **Increase funding base.** Support legislation and other initiatives designed to increase state and local funding for affordable housing and homeless programs.

- **Linkages with public housing authorities.** Work closely with the King County and Renton Housing Authorities in carrying out their mandated planning processes and in planning and developing other low-income housing initiatives.
- **Incentives.** As appropriate, support activities designed to stimulate affordable housing development, including incentive programs, use of surplus property, removal of regulatory barriers, land banking, and more.
- **Technical assistance.** Provide housing development technical assistance and information to non-profit organizations and communities engaged in strategic planning to address housing needs.
- **Coordination with other funders.** Promote coordination with other housing funders, housing advocacy and information groups, and subregional housing entities. Work with other funders to simplify and streamline applications, contracting, and monitoring processes for capital funds where CDBG and HOME administrative funds are utilized in conjunction with local dollars.
- **Linkages with welfare-to-work initiatives.** Support workforce housing initiatives, building links to welfare-to-work programs as appropriate.
- **Preserve the loss of project-based Section 8** and other subsidized housing with expiring subsidies. Participate in planning for and carrying out strategies to minimize the loss of project-based Section 8 units as contracts expire.
- **Fair Housing enforcement.** The King County Office of Civil Right Enforcement will continue to use general funds to enforce King County Ordinance No. 5280, which prohibits housing discrimination. The Fair Housing Section will serve King County residents through education, information, referral and resolution of discrimination complaints.

CDBG and HOME administrative funds are utilized in conjunction with local dollars in the following activities:

- ◆ Linkages with public housing authorities
- ◆ Incentives
- ◆ Technical assistance
- ◆ Coordination with other funders
- ◆ Linkages with welfare-to-work initiatives
- ◆ Efforts to preserve the loss of project-based Section 8

Community Development

The following section lists the specific projects that will be implemented in 2004 for each of the Consortium's four Community Development Objectives. King County and the sixteen Pass-through Cities, who receive a direct allocation of CDBG funds, developed the objectives which address the priority community development needs identified in the *King County Consortium Consolidated Housing and Community Development Plan for 2000-2004*.

Objective #1

Improve flood/storm drain systems, water systems, sewer systems, sidewalks, and other public infrastructure in low- and moderate-income and/or blighted neighborhoods including access for persons with disabilities by removal of architectural barriers in existing neighborhoods.

Proposed Annual Accomplishments:

- **Provide subrecipient technical assistance and contract management to 10 public infrastructure and park facility projects and five projects to remove architectural barriers annually; and**
- **Complete two public infrastructure and park facility projects and four projects to remove architectural barriers annually.**

Activities

The Consortium will use CDBG funds to support construction and rehabilitation of public infrastructure and park facilities that reflect high priority needs. Activities will include construction or rehabilitation of existing sidewalk and park facilities in order to improve access to persons with disabilities.

Project C04107 Black Diamond Morgan Street Sidewalk Construction
Project C04108 Des Moines Midway Park Improvements
Project C04109 Duvall Taylor Park Renovation
Project C04111 Enumclaw 2004 Sidewalk Replacement
Project C04112 Enumclaw McFarland Park Playground
Project C04124 Federal Way Boys & Girls Club Outdoor Playground Construction
Project C04151 Tukwila Crystal Park Playground Structure Replacement
Project C04156 Tukwila Duwamish Park Playground Structure Replacement
Project C04157 ValVue Sewer District Special Assessments
Project C04876 Burien North Ambaum Park Development
Project C04144 Kirkland Sidewalk ADA Accessibility Project

Objective #2

Acquire and/or improve public and non-profit facilities which benefit low- and moderate-income residents or remedy slum/blight condition; improve access to public facilities for persons with disabilities by removal of architectural barriers.

Program Accomplishments:

- **Provide technical assistance to 40 public facility projects, including projects to remove architectural barriers;**
- **Complete 10 public facility projects and five facility projects to remove architectural barriers.**

Activities

The Consortium will use CDBG funds to support acquisition, construction and rehabilitation of community facilities that reflect high-priority needs. Activities will include:

- acquisition of property by nonprofit health and human service agencies which are either leasing facilities and/or require satellite facilities;
- construction or rehabilitation of both public and nonprofit facilities to expand service delivery capacity;
- rehabilitation of both public and non-profit facilities to address deferred maintenance or health and safety issues; and
- rehabilitation of both public and private facilities in order to improve access to clients with disabilities.

Project C98255 Des Moines Senior Center Land Acquisition
Project C01709 SeaTac Lutheran Community Services NW Facility Design
Project C02783 Children's Therapy Center - Building Addition
Project C03102 ADWAS A Place of Our Own
Project C03103 Renton Salvation Army Food Bank Construction
Project C03795 Hopelink Sno-Valley Rehabilitation Project
Project C04119 Federal Way Birth to Three Development Center Acquisition
Project C04128 Federal Way Boys & Girls Club Youth Development Center Construction
Project C04129 Federal Way Community Caregiving Network FUSION
Project C04143 KCHA Jim Wiley Community Center Improvements
Project C04144 Kirkland Sidewalk ADA Accessibility Project
Project C04748 Black Diamond Community Center Facility Rehabilitation

Objective #3

Enhance quality of life for families and individuals by supporting health and human services that predominantly serve low- and moderate-income residents.

Program Accomplishments:

Provide services to 38,000 persons.

Activities

The Consortium will use CDBG funds to support basic needs services (food, clothing, and emergency services), senior services, youth services, child care, employment training, health services and domestic violence services. Activities will include but are not limited to:

- distribution of food products to food banks located in the Consortium;
- providing access to emergency food, shelter, clothing, transportation and utility assistance for low- and moderate-income persons;
- providing child care scholarships for low- and moderate-income families;
- providing employment training and counseling to immigrants and refugees;
- providing health and dental care to low- and moderate-income persons;
- supporting support services to victims of domestic violence and their children;
- providing operational support to senior centers; and
- providing recreational programs to low- and moderate-income youth.

Project C04145 Shoreline/Lake Forest Park Senior Center
Project C04565 Hopelink - Emergency Shelter Support (HAF)

Project C04574 Multi-Service Center – Emergency Support Services - (HAF)
Project C04733 Vashon Youth & Family Homeless Prevention (HAF)
Project C04734 YWCA Emergency Support Services (HAF)
Project C04571 Multi-Service Center – Emergency Shelter Operations - (HAF)
Project C04727 YWCA Emergency Shelter Operations (HAF)
Project C04731 EDVP Emergency Shelter Operations (HAF)
Project C04015 Food Lifeline Food Distribution Support
Project C04114 Federal Way - Katherine's House
Project C04115 Federal Way "We are Family" Parenting Skills Training
Project C04118 Federal Way Big Brothers Big Sisters Mentoring Program
Project C04257 Federal Way Emergency Feeding Program
Project C04263 Kirkland Interfaith Transitions in Housing Support
Project C04266 Kirkland Jewish Family Services Training & Employment
Project C04269 Kirkland YWCA Family Village Program Support
Project C04308 Redmond Hopelink Emergency Services Support
Project C04360 Redmond Hopelink Eastside Literacy Program
Project C04467 Black Diamond Community Center Services
Project C04485 Maple Valley Food Bank and Emergency Services
Project C04521 Pacific & Algona Community Center
Project C04562 Hopelink Sno-Valley Center Support
Project C04703 SeaTac - Des Moines Area Food Bank
Project C04707 SeaTac - Emergency Feeding Program
Project C04798 Volunteers of America Skykomish Outreach
Project C04803 Neighborhood House Parklake Home Case Management
Project C04865 Renton Emergency Feeding Program
Project C04139 Federal Way MultiCare Health System - Adult Day Health Auburn
Project C04160 Tukwila Senior Center Program Support
Project C04161 Des Moines Senior Center Support
Project C04258 Federal Way Senior Center, Adult Day Care
Project C04297 Issaquah Valley Senior Center Van Driver Support
Project C04431 Lake Forest Park Shoreline Senior Center
Project C04483 Federal Way Senior Center Hot Meals
Project C04486 Sno-Valley Senior Center – Carnation
Project C04855 Renton ElderHealth NW/Connection
Project C04859 Renton Visiting Nurse Services of the NW
Project C04134 Federal Way Elder-Health Northwest – Connection Adult Health Care
Project C04334 Enumclaw Youth & Family Resource Center: Family Outreach
Project C04723 SeaTac - Institute for Family Development In home Counseling Program
Project C04797 Vashon Youth & Family Services Community Safety Net
Project C04116 Covington YWCA of Seattle, DV Victims Services
Project C04731 Enumclaw YWCA: Domestic Violence Victims Services
Project C04850 Renton Domestic Abuse Women's Network
Project C04366 Redmond Hopelink's Employment Services
Project C04406 Federal Way YMCA CARES Child Care Subsidy
Project C04781 Renton Communities in Schools

<i>Project C04885</i>	<i>Burien Highline YMCA Childcare Scholarships</i>
<i>Project C04886</i>	<i>Burien New Futures Youth & Family Support</i>
<i>Project C04393</i>	<i>Federal Way CHCKC Dental Support</i>
<i>Project C04845</i>	<i>Renton CHC Primary Dental Support</i>
<i>Project C04259</i>	<i>Federal Way PACT (Parents and Children Together)</i>
<i>Project C04891</i>	<i>Burien Catholic Community Services Emergency Services</i>
<i>Project C04101</i>	<i>Fremont Public Association Housing Stability Project</i>
<i>Project C04140</i>	<i>Renton Multi-Service Center Employment Services CBDO</i>
<i>Project C04149</i>	<i>SeaTac Multi-Service Center Employment Services by CBDO</i>
<i>Project C04279</i>	<i>Kirkland – Hopelink's Employment Program</i>
<i>Project C04578</i>	<i>Federal Way Multi-Service Center Employee Development Services by CBDO</i>
<i>Project C04744</i>	<i>Worksource Rural Connection – Multi-Service CBDO</i>
<i>Project C04745</i>	<i>Worksource Rural Connection – Hopelink CBDO</i>

Objective #4

Assess community development needs and ensure compliance with applicable federal regulations.

Program Accomplishments:

- **Complete housing and community development needs assessments in north and south King County.**
- **Provide administration of the CDBG Program.**
- **Provide technical assistance to subrecipients.**

Activities

The Consortium will use CDBG funds for planning and administration activities. These include:

- human services needs assessment;
- housing and community development needs assessments;
- technical assistance to public and nonprofit agencies on development of outcome measures;
- economic development plans; and
- general administration of the CDBG Program.

<i>Project C04059</i>	<i>KCHCD Assistance to Small Communities</i>
<i>Project C04120</i>	<i>Covington CDBG Program Administration</i>
<i>Project C04138</i>	<i>Redmond CDBG Program Administration</i>
<i>Project C04142</i>	<i>KC HCD Assistance to Small Cities – Capital</i>
<i>Project C04204</i>	<i>King County CDBG Administration</i>
<i>Project C04241</i>	<i>King County Administration – Capital</i>
<i>Project C04245</i>	<i>Des Moines CDBG Program Administration</i>
<i>Project C04300</i>	<i>Issaquah CDBG Program Administration</i>
<i>Project C04312</i>	<i>Enumclaw CDBG Program Administration</i>
<i>Project C04375</i>	<i>Federal Way CDBG Program Admin</i>
<i>Project C04432</i>	<i>Lake Forest Park CDBG Program Administration</i>

Project C04507 Renton CDBG Program Administration
Project C04534 Kirkland CDBG Program Administration
Project C04555 Shoreline CDBG Program Administration
Project C04639 KC HCD Affordable Housing
Project C04705 SeaTac CDBG Program Administration
Project C04890 Burien CDBG Program Administration

Planning

Project C03105 SeaTac - Senior Center Design Project
Project C04730 Tukwila SKC Domestic Violence Plan
Project C04898 Burien CDBG Community Development Planning Study

Economic Development

The following section lists the specific projects that will be implemented in 2004 that will further the Consortium's Economic Development Objective. The objective was developed by King County and the sixteen Pass-through Cities in the context of the overall countywide economic development goals and action plan for region.

Objective

Increase employment opportunities for low- and moderate-income residents and help maintain or increase the viability of our existing industrial and commercial areas.

Program Accomplishments:

- **Create and/or retain 40 permanent jobs for low- and moderate-income persons.**
- **Assist three small and/or economically-disadvantaged businesses, either in obtaining financing for business/job retention and expansion purposes, or to promote revitalization of one or more Consortium partner's commercial areas.**

Activities

The Consortium will use CDBG funds for the following economic development activities:

- maintaining the availability of industrial land where there is already adequate infrastructure and providing for any necessary clean-up of "brownfields" – existing industrial sites which have some environmental contamination limiting their re-use;
- redeveloping existing commercial areas;
- increasing employment opportunities for low- and moderate-income people; and
- fostering public-private partnerships through direct economic development assistance to private for-profit businesses where such assistance will create or retain jobs and business opportunities for low- and moderate-income persons.

Project C04302 Enumclaw Green River Community College Small Business Assistance

Project C04684 King County Economic Development Program
Project C04685 King County Small Business Loan Program

Special Activities - CBDOs - 570.204

Project C04140 Renton Multi-Service Center Employment Services CBDO
Project C04149 SeaTac Multi-Service Center Employment Services by CBDO
Project C04279 Kirkland - Hopelink's Employment Program CBDO
Project C04578 Federal Way Multi-Service Center Employee Development Services by CBDO
Project C04744 Worksource Rural Connection - Multi-Service CBDO
Project C04745 Worksource Rural Connection – Hopelink CBDO

Monitoring Plan

HCD contracts most of the funds to subrecipients (primarily non-profit and /or cities), and has developed extensive monitoring procedures, both in terms of the overall HCD Plan goals as well as individual subrecipient performance. Processes and procedures have been developed in each program area to specifically address federal, State and County statutory and regulatory requirements, in addition to providing County staff with a system of ensuring project compliance and accomplishments. This section will discuss how HCD currently monitors its activities in each of its programs to meet H&CD Plan goals. Efforts are underway by HCD to update the current Monitoring Plan to provide a general framework that the following HCD sections can use: Housing Finance Program for HOME, CDBG and local funds; Community Development for CDBG funds; Housing Repair Program for CDBG and HOME funds; Homeless Assistance Fund for CDBG and ESG funds; McKinney Homeless Assistance for Supportive Housing Program and Shelter Plus Care Program funds. One of the outcomes will be a Monitoring Tool Desk Guide that enables coordination and consistency of review of HCD's programs and monitoring efforts. The Desk Guide will provide:

- a synopsis of each HCD section;
- examples of tool(s) used in monitoring;
- frequency standards for monitoring and
- definitions of terms used in monitoring processes.

Monitoring to Meet Overall Consolidated H&CD Plan Goals

King County will report annually on the progress made toward meeting the goals established in the consolidated plan for assisting persons and communities at or below 80 percent of the median income. This performance report will comply with HUD's requirements and format and be submitted by the date HUD selects.

Ensuring Subrecipient Compliance with Statutory and Regulatory Requirements

King County has four major steps of review to ensure compliance with requirements: These are (a) allocation policies and RFP processes, (b) contracting requirements (c) implementation and program management, and (d) fiscal controls. Each of these will be discussed in turn below.

A. Allocation Policies and RFP Processes

King County adopted the H&CD Plan which guides the application and allocation process for CDBG funded projects. The H&CD Plan also guides the two King County Housing Finance Programs that allocate County and Small Cities CDBG and HOME funds, as well as the allocation of ESG funds through a competitive process.

Agencies requesting funds are asked to respond to general and program-specific policies in their application and only those meeting the policies are moved forward for evaluation and potential recommendation for funding. The general policies incorporate federal, state and local requirements. These policies include, among others:

- consistency with local codes and policies
- restrictions on change of use of property/buildings assisted with federal funds
- establishment of a legally binding public interest
- minimization of displacement and provision of relocation assistance
- adherence to federal wage rates
- compliance with federal audit requirements
- adherence to lead-based paint abatement regulations
- establishment of affordable rents
- provision of verification documents of client eligibility.

Housing projects are also asked to respond to the following housing activity policies in the National Affordable Housing Act, and are identified in the housing section of the H&CD Plan:

- address needs/gaps identified in the H&CD Plan
- utilize other funds effectively
- affirmatively further fair housing practices
- develop an affirmative marketing plan
- complete an environmental review checklist.

All projects requesting CDBG, HOME or ESG funds are evaluated to determine if they are (1) program eligible and priority based on program policies, (2) consistent with local, state and federal regulations, and (3) viable as submitted.

B. Contracting

Projects funded through HOME, CDBG or ESG will be required to enter into a contract with King County. In addition to the scope of work, duration, and projected accomplishments or performance, each contract contains federal, state and local program requirements by which each agency must abide or they will not be reimbursed. These include, but are not limited to, requirements related to:

- | | |
|---|------------------------------------|
| • audits | • restrictions on change of use |
| • subcontracting | • acquisition and relocation |
| • insurance coverage | • housing quality standards |
| • conflict of interest issues | • public information |
| • grounds for suspension or termination | • certification regarding lobbying |
| • corrective action | • evaluation and recordkeeping |
| • prohibition of political activities | • bid procedures |
| | • acquisition procedures |

- nonsubstitution of local funds
- constitutional prohibition against funding of religious activities
- environmental review
- nondiscrimination practices
- procurement standards
- labor standards
- relocation and one for one replacement housing
- Section 504/handicapped accessibility
- Construction
- Lead based paint abatement
- Section 3 compliance

King County Prosecuting Attorney annually reviews and approves boilerplate contract language that incorporates all federal, state and county rules and regulations into HCD program contracts. This coordinates contracting in program areas – documenting a unified and consistent procedure.

Contracts are provided to the agencies for their review before being executed. Agencies clearly understand that the contract requirements are the criteria against which they will be monitored. Technical assistance is provided to the sub-grantee to ensure that all conditions that accompany the agreement are understood.

C. Implementation and Program Management

Each HCD Program area has specific priorities of accomplishments in implementing their respective programs. The following depicts the monitoring goals of each program.

1. Housing Finance Program (CDBG, HOME and Local Funds)

Projects supported by HFP funds must create or preserve housing that is affordable to income-eligible households. These projects will include permanent housing including multi-family rental, single-family group homes, and homeownership as well as transitional housing and emergency shelters. Local county funds are specifically targeted towards developing housing for individuals and families with special housing needs. Eligible uses for capital expenditure in general are:

- New construction
- Acquisition and Rehab
- Preservation of existing affordable housing units
- Other development costs associated with project completion

Monitoring Goals: Specific areas of compliance and monitoring for all funded projects that are under contract include but are not limited to the following:

- population being served and number of regulated units
- income eligibility of housing occupants
- housing affordability
- equal opportunity and affirmative marketing
- adherence to applicable property standards
- adherence to applicable fair housing standards
- fiscal responsibility and general admin recordkeeping
- safe and sanitary housing maintained in good physical repair
- if applicable, agency procurement and wage standards

2. Community Development Section (CDBG Funds)

Community Development projects are used for a variety of activities but are restricted to those that meet a preset national objective and serve low to moderate-income areas that qualify by census data or clients who fit within limited clientele qualifications. Funded projects include, but are not

limited to: acquisition, rehabilitation, public services, relocation, public facilities, economic development, Special Activities by CBDOs, and planning and capacity building.

Monitoring Goals: Specific areas of compliance and monitoring for all funded projects that are under contract include but are not limited to:

- documenting King County's compliance with requirement for conducting subrecipient monitoring (set for in CDBG Program Regulations). Assure that subrecipient program administration and funded projects are completed in compliance with established regulations and that project activities continue to serve the target population identified in the initial application
- ensure that CDBG subrecipients are complying with applicable federal regulations, OMB Circulars and King County ordinances (regulatory requirements) relating to financial management systems, procurement and contracting, property management and disposition, labor standards, record keeping and reporting requirements;
- ensure that CDBG subrecipients are meeting performance requirements specified in the subrecipient agreement and target populations are being served;
- technical assistance is provided in a timely fashion to ensure regulatory compliance is understood.

3. **Housing Repair Program(s) (CDBG and HOME Funds)**

The Housing Repair Program administers CDBG and HOME funded housing repair projects. Most projects are administered directly. The only subrecipients that need monitoring are several cities which have minor repair programs using CDBG dollars.

Monitoring Goals: Insure program is following all regulatory processes and procedures including but not limited to:

- Income verification
- Lead-based paint regulations
- Environmental review
- Section 504//disabilities /act (ADA)

Review structure of program to determine:

- Performance and Eligibility/Program Benefit
 - File management/record keeping
 - Grievance procedures
- Adequate and proper insurance

4. **Homeless Assistance Fund (CDBG and ESG Funds)**

The Homeless Assistance Funds (HAF) comprise a combination of Consortium-wide Emergency Shelter Grant (ESG) dollars and Community Development Block Grant County and Small Cities (CDBG-CSC) dollars.

The HAF grants are awarded through a competitive application process on a bi-annual basis.

Projects supported by HAF funds can be used for a range of activities that serve homeless persons and provide homeless prevention, such as shelter operation and maintenance costs and supportive services provided by shelter programs.

Monitoring Goals:

- document King County's compliance with requirement for conducting sub-recipient monitoring (set for in CDBG and ESG Program regulations);
- ensure that CDBG and ESG sub-recipients are complying with applicable federal regulations, OMB Circulars and King County ordinances (regulatory requirements);
- ensure that CDBG and ESG sub-recipients are meeting performance requirements specified in the sub-recipient agreement; and
- implement DCHS policies regarding contract monitoring.

5. McKinney Homeless Assistance (Supportive Housing Program & Shelter Plus Care Program)

Projects supported by McKinney funds include:

- Capital (to build transitional housing units)
- Operations (utility, maintenance, etc. of transitional housing)
- Lease (of space for transitional housing and necessary support services)
- Services (case management and other costs associated with the provision of transitional housing and supportive services)
- Rental Assistance (to clients who reside in transitional housing)

Monitoring Goal: The goals of the McKinney monitoring process are to verify:

- that the programs/projects are serving eligible clients;
- proper rent calculation;
- that the projects are operating at capacity or the appropriate utilization (i.e. clients are receiving the applicable services/housing at the levels indicated in the McKinney contract); and
- that the project/program goals are achieved.

D. Fiscal Controls

The County has standardized procedures to ensure that fiscal information on HOME, CDBG and ESG funds that are being submitted to a HUD cash and management information system is correct and complete. Once our HUD contract is executed and the funds are added to our letter of credit for HOME, CDBG and ESG funds, separate accounts are set up through the County's Office of Financial Management.

Each approved project is linked to each account authorized by the respective letter of credit via the County's Accounting Resource and Management System. A continuing balance for each project is maintained on a mainframe computer and can be accessed on a daily basis. A separate account for HOME matching funds has been set up and the HOME Coordinator is responsible for monitoring allocations and expenditures to ensure the matching requirements have been met.

When the subgrantee requests reimbursement, they are required to submit both a County voucher reimbursement request and backup documentation that the costs were actually incurred, as well as a performance accomplishment report. Individual project managers and a fiscal staff person review both. The fiscal staff reviews the expenditure and related records to ascertain when CDBG funds, and local funds which were repaid with CDBG funds, were first obligated or expended and ascertain if any funds were obligated or expended prior to HUDS approval of the RROF. Reimbursement requests are also reviewed for appropriateness and eligibility under contracted provisions. If an inappropriate or ineligible cost is incurred, or if performance falls far below projections, the County will not reimburse the subgrantee and will meet with them to try to rectify the situation.

The completion of a project does not necessarily end the County's involvement with the project. For example, once a construction or real property acquisition project is completed, the County will secure the public interest in the project and restrict any potential change of use via a promissory note and deed of trust instrument against the real property. HOME, CDBG and ESG funds are subject to payback, with a share of the appreciated value, if the use of the property changes.

In addition to our internal fiscal controls, our fiscal process is audited periodically by the state to ensure we adhere to county, state and federal (e.g. HUD) requirements in the management of the H&CD programs.

In 2004 the Monitoring Plan Team will continue fine tune the Monitoring Plan Desk Guide that depicts the overall goals, definitions, monitoring requirements, tools and timelines of each program area. The effort will assist in providing a coordinated and streamlined approach to monitoring for regulatory requirements and compliance with each of the funding sources, while meeting the minimum thresholds set forth by the Community Services Division.

2004 Funds Available

The King County CDBG and HOME Consortia will receive approximately \$11,900,921 in Community Development Block Grant (CDBG), HOME Investment Partnerships (HOME), and other federal funds in 2004. An additional \$1,484,983 in program income will be available as well as \$652,262 in recaptured funds, providing a total available for 2004 allocations of \$14,549,167.

CDBG Funds:

2004 Entitlement		\$ 7,164,000
Projected Program Income		<u>1,484,983</u>
	Sub-total	8,648,983
Recaptured Grant Funds		652,262
Total CDBG Funds		\$9,301,246

HOME Funds:

2004 Entitlement and		\$4,533,577
Program Income (Projected)		<u>511,000</u>
Total HOME Funds		\$5,044,577

Emergency Shelter Grant Funds:

Emergency Shelter Grant		\$ 203,344
Total ESG Funds		<u>\$203,344</u>

Total Federal Funds	\$14,549,167
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The federal funds will be allocated to the activities listed in the following pages. The activities will be implemented in the 2004 program year. They are consistent with the King County Consortium Consolidated Housing and Community Development Plan for 2000 - 2004 and meet the applicable federal requirements for the CDBG, HOME and other grant programs. The activities predominantly benefit persons who are at or below 80 percent of the area median income.

Specific CDBG Submission Requirements

Program Income

The following sources of program income are expected to be received and are allocated for 2004 activities.

Housing Repair Loan Paybacks	\$ 1,184,279
Housing Stability Loan Repayments	8,367
Miscellaneous Reimbursements	70,611
 City of Kent	 221,726
 TOTAL Program Income	 \$1,484,983

Recaptured Funds

The following funds are available from earlier projects which have been completed with an underrun or which have been canceled during 2003. These funds have been recaptured and reallocated to the 2004 CDBG Program.

According to policies stated in the 2000-2003 CDBG Interlocal Cooperation Agreement with the King County Consortium cities, which was adopted by all the Consortium members, recaptured administration dollars and other Consortium-wide funds are shared and reallocated among the Consortium partners. Projects which were amended (the amount to be expended was changed by 25 percent unless the decrease was the result of an underrun; the purpose, scope, location or beneficiaries of the project was changed; a project was canceled; or a new project was funded) were published and citizens were allowed to comment.

Jurisdiction		Title	Amount	Total
Bothell				
	C00952	Bothell Northshore Senior Center Remodel	20,000	
	C02950	Bothell CDBG Program Administration	18,319	38,319
Des Moines				
	C99763	Victorian Place II Apartments	5,225	
	C01245	Des Moines CDBG Program Administration	45	
	C02245	Des Moines CDBG Program Administration	3,082	8,352
Enumclaw				
	C01312	Enumclaw CDBG Program Administration	145	
	C01337	Enumclaw Community Hospital Transportation Support	956	
	C01425	Enumclaw Youth Clubhouse Renovation	13,000	
	C99335	Enumclaw Recovery Centers of Seattle King County Rehabilitation	3,829	
	C03590	Enumclaw Unallocated	11,926	29,856
Federal Way				
	C99766	Mental Health Housing Foundation Acquisition	249	
	C99763	Victorian Place II Apartments	10,450	
	C01396	Federal Way CCN Transitional Housing for Homeless	15,050	
	C02375	Federal Way CDBG Program Administration	9,167	
	C02389	Federal Way Domestic Violence Victim Advocate	14,510	
	C02406	Federal Way YMCA CARES Child Care Subsidy Program	3,004	
	C03582	Federal Way Unallocated	71,155	123,585
Issaquah				
	C03592	Issaquah 2003 Unallocated	9,630	9,630
Kirkland				
	C01266	Kirkland Jewish Family Services Training and Employment	1	
	C03369	EDVP Shelter Repair - Cancelled	10,000	10,001
Lake Forest Park				
	C03584	Lake Forest Park 2003 Unallocated	5,593	5,593

		Title	Amount	Total
Redmond				
	C01138	Redmond CDBG Program Administration	843	
	C02138	Redmond CDBG Program Administration	1,687	
	C03369	EDVP Shelter Repair - Cancelled	10,000	
	C03602	2003 Unallocated	13,486	26,016
Renton				
	C02751	Renton Housing Repair Assistance	28,194	28,194
SeaTac				
	C01705	SeaTac CDBG Program Administration	25,107	
	C03614	SeaTac CDBG Program Administration Repayment	33,955	
		Funds reallocated in August, 2003	-33,955	
	C03614	SeaTac Unallocated	14,604	
				39,711
Shoreline				
	C02555	Shoreline CDBG Program Administration	1,000	1,000
Tukwila				
	C01160	Tukwila Senior Citizen Program Support	591	
	C01693	Tukwila Utility Connection Assistance	6,286	
	C03606	Tukwila Unallocated -- that was allocated	-14,500	
	C03606	Tukwils Unallocated	20,664	13,042
County Small Cities				
	C97670	Skykomish School District Community Center Rehabilitation	2,944	
	C98815	King County Parks Lakewood Park Improvements	4,844	
	C00830	Black Diamond Water System Compliance Sys	51,500	
	C01132	Friends of Youth Shelter Support	15	
	C01135	Island Domestic Violence Outreach Services	627	
	C01521	Pacific/Algona Community Center Support	6,053	
	C01639	KC HCD CSC Affordable Housing	15,989	
	C01740	St. Stephen's Housing Association Transitional Housing Relocation	9,000	
	C01793	City of Carnation Wastewater Treatment System Assessments	201,000	
	C01803	Neighborhood House Park Lake Homes Case Management Support	3,612	
	C01821	ESA Review for Vashon FYS Facility Expansion	3,490	
	C02137	Neighborhood House Homelessness Prevention Services	3,002	302,075
Consortium-Wide				
	C99763	Victorian Place II Apartments	5,224	
	C00525	Kent Parks & Recreation Kiwanis Tot Lot #2	2,943	
	C01531	Kent CDBG Program Administration	8,720	
				16,888
		Total Recaptured Funds		652,262

Specific HOME Submission Requirements

Recapture/Resale Provisions:

HOME funds used for housing rehabilitation will be subject to recapture if the property is sold, title is transferred and/or the owner does not comply with the affordability requirements. HOME funds used for housing development or preservation will be subject to recapture if affordable rental housing is not provided for low-income household, in accordance with the contract requirements or for home ownership projects, if the home does not continue to be the principal residence of the homebuyer for the duration of the period of affordability. The amount subject to recapture is based upon the amount of HOME assistance that enabled the homebuyer to purchase the home. This includes any HOME assistance that reduced the purchase price from fair market value to an affordable price but excludes the development subsidy. The recaptured HOME funds will be used for other HOME-eligible activities or to assist subsequent homebuyers depending upon the design of the homeownership program.

Tenant-Based Rental Assistance:

The Consortium does not engage in this activity.

Other Forms of Investment:

The Consortium does not use forms of investment other than those described in 24 CFR 92.205(b).

Affirmative Marketing:

King County has policies and procedures for affirmative marketing of vacant units in projects of five or more HOME-assisted housing units, per 24 CFR 92.351. The County will advertise the HOME Program in publications throughout the County and will notify all housing related community organizations about the availability of HOME funds and the eligible activities. The County's Office of Civil Rights Enforcement requirements for equal access to programs will be adhered to from the initial stages of program development.

King County will use the following procedures to inform the public, property owners, and potential tenants about federal and County fair housing laws that apply to the HOME Program.

1. The Equal Housing Opportunity logo will be used in all press releases, display advertising, and brochures used to market King County's rehabilitation program, as well as on the project application form; and
2. Owners will be informed of fair housing requirements during the initial interview and preliminary application process.

Requirements and Procedures for Owners:

King County will require owners to display the Fair Housing poster at project sites, and to use the Equal Housing Opportunity logo on all advertising notifying the public of available rental units in projects rehabilitated through the County's HOME Program. The County will further require owners to use commercial media to advertise the availability of renovated units, especially in local newspapers serving

the project area, including at least two minority newspapers. Through the Housing and Community Development Program's Housing Hotline, potential tenants will be referred to rehabilitated units.

King County will require building owners to maintain management records documenting their efforts to affirmatively market available rental units. Owners are required to have copies of advertisements for available units and copies of notices provided to outreach agencies to inform and solicit applications from persons in the housing market area who are not likely to apply for the housing without special outreach. Affirmative marketing records are available for review by the County at any time. This information is used to assess the results of the owner's affirmative marketing efforts. King County requires the owner to maintain rejected housing applications along with a statement explaining why the applicant was rejected.

King County staff will assess affirmative marketing efforts of owners receiving HOME dollars through the following:

- periodic visits by County staff to completed projects;
- an annual review of records for a random sample of projects rehabilitated with HOME funds;
- periodic checks for advertisements including the Equal Housing Opportunity logo, notices to minority and outreach agencies; and
- verification of rents charged, and a record of approved and rejected tenant applications for housing.

If the review of the owner's efforts to affirmatively market units shows the owner has not complied with the County's affirmative marketing requirements, the County will inform the owner of the review findings in writing and give the owner time to correct the problems before a second record review is conducted. An owner's failure to correct problems and comply with affirmative marketing requirements may result in the County calling due the deferred-payment loan made to the owner for the property, or charging interest on the loan.

Specific ESG Requirements

ESG Targets

The King County Consortium currently targets available Emergency Shelter Grant (ESG) funds for the following:

- maintain the existing supply of emergency shelter beds for homeless families;
- maintain operating support for the existing family shelter system;
- expand the supply of emergency shelter for underserved populations; and
- maintain existing homeless prevention activities.

ESG funds and CDBG funds were awarded to non-profit organizations through a combined competitive Request for Proposals process called the Homeless Assistance Fund. Project selection was based on how well the application furthers the Continuum of Care strategies.

Sources of Matching Funds:

Matching funds generated are as follows: other federal - \$628,336; other public \$1,822,082; private foundations, fund raising \$877,572; totaling \$3,327,990. The match sources include Community Development Block Grant funds (allocated suburban cities that receive a direct pass-through of CDBG funds), private donations, local jurisdictions' general fund support, and state funds for shelter programs.

Listing of Adopted 2004 Projects

The Consortium's 2004 Action Plan is based on the *Consolidated Housing and Community Development Plan 2000-2003*, which was amended in 2003 to extend the plan through 2004. The extended *Consolidated Plan 2000-2004* utilizes 1990 census data. The Consortium is creating a new *Consolidated Plan* with 2000 census data, which will be available in 2005.

The federal funds will be allocated to the activities listed in the following pages. The activities will be implemented in the 2004 program year. They are consistent with the King County Consortium Consolidated Housing and Community Development Plan for 2000-2004 and meet the applicable federal requirements for the CDBG, HOME and ESG programs. The activities predominantly benefit persons who are at or below 80 percent of the area median income.

Projects Listed Alphabetically

Project No.	Project Title	Page No.
C03102	ADWAS Place of Our Own – Acquisition	35
C04063	AYR Emergency Shelter Operations	65
C04748	Black Diamond Community Center Facility Rehabilitation	59
C04467	Black Diamond Community Center Services	53
C04107	Black Diamond Morgan Street Sidewalk Construction	41
C04583	Bothell Unallocated	55
C04891	Burien Catholic Community Services Emergency Services	62
C04890	Burien CDBG Program Administration	62
C04898	Burien Community Development Planning Study	62
C04885	Burien Highline YMCA Childcare Scholarships	62
C04886	Burien New Futures Youth & Family Support	62
C04876	Burien North Ambaum Park Development	61
C04069	CCS HOME	66
C02783	Children's Therapy Center Facility Expansion Project	35
C04608	County and Small Cities Unallocated	56
C04120	Covington CDBG Program Administration	43
C03637	Covington Housing Rehab Loan Funds	39
C04116	Covington YWCA of Seattle, DV Victims Services	42
C04245	Des Moines CDGG Program Administration	48
C03627	Des Moines Housing Rehab Loan Funds	37
C04108	Des Moines Midway Park Improvements	41
C98255	Des Moines Senior Center Land Acquisition	64
C04161	Des Moines Senior Center Support	47
C04109	Duvall Taylor Park Renovation	41
C04072	Eastside Interfaith Emergency Shelter Operations	66
C04078	Eastside Interfaith Emergency Support Services	66
C04062	EDVP Emergency Shelter Operations	64
C04731	EDVP Emergency Shelter Operations (HAF)	58
C04312	Enumclaw CDBG Program Administration	50
C04111	Enumclaw – 2004 Sidewalk Replacement	42
C04302	Enumclaw Green River CC Small Business Assistance	50
C04112	Enumclaw McFarland Park Playground Structure	42
C04334	Enumclaw Youth & Family Resource Center – Family Outreach	51
C04371	Enumclaw YWCA – Domestic Violence Victims Services	51
C04070	ESG Administration	66
C04114	Federal Way – Katherine’s House Support	42
C04115	Federal Way “We Are Family” Parenting Skills Training	42
C04118	Federal Way Big Brothers Big Sisters Mentoring Program	43

Project No.	Project Title	Page No.
C04119	Federal Way Birth to Three Development Center Acquisition	43
C04124	Federal Way Boys & Girls Club Outdoor Playground Construction	43
C04128	Federal Way Boys & Girls Club Youth Development Center Construction	43
C04375	Federal Way CDBG Program Administration	51
C04393	Federal Way CHCKC Dental Support	52
C04129	Federal Way Community Caregiving Network FUSION Rehab.	44
C04134	Federal Way Elder-Health Northwest-Connection Adult Health Care	44
C04257	Federal Way Emergency Feeding Program	48
C03633	Federal Way Housing Rehab Loan Funds	38
C04139	Federal Way Multi-Care Health System – Adult Day Health	44
C04141	Federal Way Multi-Service Center Garden Parks Apartments – Acquisition	45
C04578	Federal Way Multi-Services Center Employee Development Svcs. by CBDO	55
C04259	Federal Way PACT (Parents and Children Together)	49
C04483	Federal Way Senior Center Hot Meals	53
C04258	Federal Way Senior Center, Adult Day Care	48
C04406	Federal Way YMCA CARES Child Care Subsidy	52
C04015	Food Lifeline Food Distribution Support	40
C04067	FPA Emergency Shelter Operations	65
C04101	Fremont Public Association Housing Stability Project	41
C04064	Friends of Youth Emergency Shelter Operations	65
HH4107	HOME Housing Rehabilitation	34
HH4204	HOME Program Administration	34
HH4000	HOME Subrecipient Housing Development	34
C04565	Hopelink – Emergency Shelter Support (HAF)	54
C04061	Hopelink Emergency Shelter Operations	64
C04562	Hopelink Sno-Valley Center Support	54
C03795	Hopelink Sno-Valley Rehabilitation	40
C04073	Hospitality House Emergency Shelter Support	66
C04079	Hospitality House Emergency Support Services	67
C04911	Issaquah ARCH Housing Set-aside	63
C04300	Issaquah CDBG Program Administration	50
C04297	Issaquah Valley Senior Center Van Driver Support	50
C04639	KC HCD Affordable Housing	56
C04142	KC HCD Assistance to Small Communities - Capital	45
C04143	KCHA Jim Wyley Community Center Improvements	45
C04059	KCHDC Assistance to Small Communities	41
C04241	King County Administration – Capital	48
C04919	King County and Small Cities CDBG Housing Development Set-aside	63
C04204	King County CDBG Program Administration	48

Project No.	Project Title	Page No.
C04684	King County Economic Development Program	56
C04422	King County Housing Development Technical Assistance	52
C03461	King County Housing Repair Program	36
C03519	King County Housing Repair Program Delivery	36
C04685	King County Small Business Loan Program	56
C04279	Kirkland – Hopelink’s Employment Program	49
C04916	Kirkland ARCH Housing Development Set-aside	63
C04534	Kirkland CDBG Program Administration	54
C03629	Kirkland Housing Rehab Loan Funds	37
C04263	Kirkland Interfaith Transitions in Housing Support	49
C04266	Kirkland Jewish Family Services Training & Employment	49
C04144	Kirkland Sidewalk Project	45
C04269	Kirkland YWCA Family Village Program Support	49
C04432	Lake Forest Park CDBG Program Administration	52
C04920	Lake Forest Park Housing Development Set-aside	64
C03634	Lake Forest Park Housing Rehab Loan Fund	38
C04431	Lake Forest Park Shoreline Senior Center	52
C04060	Legal Action Center Homeless Prevention	64
C01709	Lutheran Community Services Facility Design	35
C04485	Maple Valley Food Bank and Emergency Services	53
C04917	Mercer Island ARCH Housing Development Set-aside	63
C04574	Multi-Service Cener – Emerbency Support Services (HAF)	55
C04571	Multi-Service Center – Emergency Shelter Operations (HAF)	55
C04065	Multi-Service Center Emergency Operations	65
C04803	Neighborhood House Parklake Home Case Management	60
C04521	Pacific & Algona Community Center	54
C03736	Parkview Homes VII	40
C04918	Redmond ARCH Housing Development Set-aside	63
C04138	Redmond CDBG Program Administration	44
C04360	Redmond Hopelink Eastside Literacy Program	51
C04308	Redmond Hopelink Emergency Services Support	50
C04366	Redmond Hopelink’s Employment Services by CBDO	51
C03739	Redmond Housing Rehab Loan Funds	40
C04146	Redmond Special Enterprise	46
C04507	Renton CDBG Program Administration	53
C04845	Renton CHC Primary Dental Support	60
C04871	Renton Communities in Schools	61
C04850	Renton Domestic Abuse Women’s Network	60
C04855	Renton ElderHealth NW/Connection	61

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C04865	Renton Emergency Feeding Program	61
C03635	Renton Housing Rehab Loan Funds	39
C04751	Renton Minor Home Repair	59
C04140	Renton Multi-Service Center Employment Services CBDO	45
C03103	Renton Salvation Army Food Bank - Construction	35
C04603	Renton Unallocated Funds	55
C04859	Renton Visiting Nurse Services of the NW	61
C04703	SeaTac - Des Moines Area Food Bank	57
C04723	SeaTac – Institute for Family Development In-Home Counseling Program	58
C04713	SeaTac – Senior Services Minor Home Repair Program	57
C04705	SeaTac CDBG Program Administration	57
C03632	SeaTac Housing Rehab Loan Funds	38
C04149	SeaTac Multi-Service Center Employment Services by CBDO	46
C03105	SeaTac Senior Center Design Study	36
C04707	SeaTac-Emergency Feeding Program	57
C03640	Shoreline Housing Rehab Loan Fund	39
C04148	Shoreline Housing Study	46
C04150	Shoreline KCHA Paramount House	46
C04145	Shoreline/Lake Forest Park Senior Center	46
C04555	Shoreline CDBG Program Administration	54
C04486	Sno-Valley Senior Outreach Services – Carnation	53
C04151	Tukwila Crystal Park Playground Structure Replacement	47
C04156	Tukwila Duwamish Park Playgrouiund Structure Replacement	47
C03631	Tukwila Housing Rehab Loan Funds	37
C04699	Tukwila Senior Services Minor Home Repair	57
C04160	Tukwila Seniore Center Program Support	47
C04730	Tukwila SKC Domestic Violence Plan	58
C04606	Tukwila Unallocated	56
C04157	ValVue Sewer District Special Assessments	47
C04797	Vashon Youth & Family Services Community Safety Net	60
C04733	Vashon Youth & Family Homeless Prevention (HAF)	58
C04798	Volunteers of America Skykomish Outreach	60
C04745	Worksource Rural Connection – Hopelink by CBDO	59
C04744	Worksource Rural Connection – Multi-Service by CBDO	59
C04066	YWCA Emergency Shelter Operations	65
C04727	YWCA Emergency Shelter Operations (HAF)	58
C04734	YWCA Emergency Support Service (HAF)	59

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C02783	Children's Therapy Center Facility Expansion Project	35
C03102	ADWAS Place of Our Own – Acquisition	35
C03103	Renton Salvation Army Food Bank - Construction	35
C03105	SeaTac Senior Center Design Study	36
C03461	King County Housing Repair Program	36
C03519	King County Housing Repair Program Delivery	36
C03627	Des Moines Housing Rehab Loan Funds	37
C03629	Kirkland Housing Rehab Loan Funds	37
C03631	Tukwila Housing Rehab Loan Funds	37
C03632	SeaTac Housing Rehab Loan Funds	38
C03633	Federal Way Housing Rehab Loan Funds	38
C03634	Lake Forest Park Housing Rehab Loan Fund	38
C03635	Renton Housing Rehab Loan Funds	39
C03637	Covington Housing Rehab Loan Funds	39
C03640	Shoreline Housing Rehab Loan Fund	39
C03736	Parkview Homes VII	40
C03739	Redmond Housing Rehab Loan Funds	40
C03795	Hopelink Sno-Valley Rehabilitation	40
C04015	Food Lifeline Food Distribution Support	40
C04059	KCHDC Assistance to Small Communities	41
C04060	Legal Action Center Homeless Prevention	64
C04061	Hopelink Emergency Shelter Operations	64
C04062	EDVP Emergency Shelter Operations	64
C04063	AYR Emergency Shelter Operations	65
C04064	Friends of Youth Emergency Shelter Operations	65
C04065	Multi-Service Center Emergency Operations	65
C04066	YWCA Emergency Shelter Operations	65
C04067	FPA Emergency Shelter Operations	65
C04069	CCS HOME	66
C04070	ESG Adminstration	66
C04072	Eastside Interfaith Emergency Shelter Operations	66
C04073	Hospitality House Emergency Shelter Support	66
C04078	Eastside Interfaith Emergency Support Services	66
C04079	Hospitality House Emergency Support Services	67
C04101	Fremont Public Association Housing Stability Project	41
C04107	Black Diamond Morgan Street Sidewalk Construction	41
C04108	Des Moines Midway Park Improvements	41
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C04112	Enumclaw McFarland Park Playground Structure	42
C04114	Federal Way – Katherine’s House Support	42
C04115	Federal Way “We Are Family” Parenting Skills Training	42
C04116	Covington YWCA of Seattle, DV Victims Services	42
C04118	Federal Way Big Brothers Big Sisters Mentoring Program	43
C04119	Federal Way Birth to Three Development Center Acquisition	43
C04120	Covington CDBG Program Administration	43
C04124	Federal Way Boys & Girls Club Outdoor Playground Construction	43
C04128	Federal Way Boys & Girls Club Youth Development Center Construction	43
C04129	Federal Way Community Caregiving Network FUSION Rehab.	44
C04134	Federal Way Elder-Health Northwest-Connection Adult Health Care	44
C04138	Redmond CDBG Program Administration	44
C04139	Federal Way Multi-Care Health System – Adult Day Health	44
C04140	Renton Multi-Service Center Employment Services CBDO	45
C04141	Federal Way Multi-Service Center Garden Parks Apartments – Acquisition	45
C04142	KC HCD Assistance to Small Communities - Capital	45
C04143	KCHA Jim Wyley Community Center Improvements	45
C04144	Kirkland Sidewalk Project	45
C04145	Shoreline/Lake Forest Park Senior Center	46
C04146	Redmond Special Enterprise	46
C04148	Shoreline Housing Study	46
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C04150	Shoreline KCHA Paramount House	46
C04151	Tukwila Crystal Park Playground Structure Replacement	47
C04156	Tukwila Duwamish Park Playgroiund Structure Replacement	47
C04157	ValVue Sewer District Special Assessments	47
C04160	Tukwila Seniore Center Program Support	47
C04161	Des Moines Senior Center Support	47
C04204	King County CDBG Program Administration	48
C04241	King County Administration – Capital	48
C04245	Des Moines CDGG Program Administration	48
C04257	Federal Way Emergency Feeding Program	48
C04258	Federal Way Senior Center, Adult Day Care	48
C04259	Federal Way PACT (Parents and Children Together)	49
C04263	Kirkland Interfaith Transitions in Housing Support	49
C04266	Kirkland Jewish Family Services Training & Employment	49
C04269	Kirkland YWCA Family Village Program Support	49
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C04302	Enumclaw Green River CC Small Business Assistance	50
C04308	Redmond Hopelink Emergency Services Support	50
C04312	Emunclaw CDBG Program Administration	50
C04334	Enumclaw Youth & Family Resource Center – Family Outreach	51
C04360	Redmond Hopelink Eastside Literacy Program	51
C04366	Redmond Hopelink’s Employment Services by CBDO	51
C04371	Enumclaw YWCA – Domestic Violence Victims Services	51
C04375	Federal Way CDBG Program Administration	51
C04393	Federal Way CHCKC Dental Support	52
C04406	Federal Way YMCA CARES Child Care Subsidy	52
C04422	King County Housing Development Technical Assistance	52
C04431	Lake Forest Park Shoreline Senior Center	52
C04432	Lake Forest Park CDBG Program Administration	52
C04467	Black Diamond Community Center Services	53
C04483	Federal Way Senior Center Hot Meals	53
C04485	Maple Valley Food Bank and Emergency Services	53
C04486	Sno-Valley Senior Outreach Services – Carnation	53
C04507	Renton CDBG Program Administration	53
C04521	Pacific & Algona Community Center	54
C04534	Kirkland CDBG Program Administration	54
C04555	Shrelene CDBG Program Administration	54
C04562	Hopelink Sno-Valley Center Support	54
C04565	Hopelink – Emergency Shelter Support (HAF)	54
C04571	Multi-Service Center – Emergency Shelter Operations (HAF)	55
C04574	Multi-Service Cener – Emerbency Support Services (HAF)	55
C04578	Federal Way Multi-Services Center Employee Development Svcs. by CBDO	55
C04583	Bothell Unallocated	55
C04603	Renton Unallocated Funds	55
C04606	Tukwila Unallocated	56
C04608	County and Small Cities Unallocated	56
C04639	KC HCD Affordable Housing	56
C04684	King County Economic Development Program	56
C04685	King County Small Business Loan Program	56
C04699	Tukwila Senior Services Minor Home Repair	57
C04703	SeaTac - Des Moines Area Food Bank	57
C04705	SeaTac CDBG Program Administration	57
C04707	SeaTac-Emergency Feeding Program	57
C04713	SeaTac – Senior Services Minor Home Repair Program	57
C04723	SeaTac – Institute for Family Development In-Home Counseling Program	58

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C04730	Tukwila SKC Domestic Violence Plan	58
C04731	EDVP Emergency Shelter Operations (HAF)	58
C04733	Vashon Youth & Family Homeless Prevention (HAF)	58
C04734	YWCA Emergency Support Service (HAF)	59
C04744	Worksource Rural Connection – Multi-Service by CBDO	59
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C04748	Black Diamond Community Center Facility Rehabilitation	59
C04751	Renton Minor Home Repair	59
C04797	Vashon Youth & Family Services Community Safety Net	60
C04798	Volunteers of America Skykomish Outreach	60
C04803	Neighborhood House Parklake Home Case Management	60
C04845	Renton CHC Primary Dental Support	60
C04850	Renton Domestic Abuse Women's Network	60
C04855	Renton ElderHealth NW/Connection	61
C04859	Renton Visiting Nurse Services of the NW	61
C04865	Renton Emergency Feeding Program	61
C04871	Renton Communities in Schools	61
C04876	Burien North Ambaum Park Development	61
C04885	Burien Highline YMCA Childcare Scholarships	62
C04886	Burien New Futures Youth & Family Support	62
C04890	Burien CDBG Program Administration	62
C04891	Burien Catholic Community Services Emergency Services	62
C04898	Burien Community Development Planning Study	62
C04911	Issaquah ARCH Housing Set-aside	63
C04916	Kirkland ARCH Housing Development Set-aside	63
C04917	Mercer Island ARCH Housing Development Set-aside	63
C04918	Redmond ARCH Housing Development Set-aside	63
C04919	King County and Small Cities CDBG Housing Development Set-aside	63
C04920	Lake Forest Park Housing Development Set-aside	64
C98255	Des Moines Senior Center Land Acquisition	64
HH4000	HOME Subrecipient Housing Development	34
HH4107	HOME Housing Rehabilitation	34
HH4204	HOME Program Administration	34

Summary of Public Comments

The 2004 CDBG proposed projects were available for public review between September and November 2003. The Pass-through Cities and King County held public meetings or hearings on the proposed projects before they were adopted by the respective jurisdictions.

The following pages contain documentation reflecting comments received at the Pass-through City Public Hearings.

A Subcommittee of the Joint Recommendation Committee held a Public Forum on September 18, 2003, for the purpose of hearing brief presentations from applicants of the Unincorporated King County and Small Cities Funds. The Forum also invited citizens to provide comments concerning housing and community development needs within their communities.

No comments have been received from the citizenry concerning the 2004 Action Plan during the required 30 day comment period.